

September 26, 2014

Attendees:

Norma Zelzer, Ron Herman, Heather Racicot, Sandi Hursh, Ryane Holzwarth, Christine Lux, Laura M Copp, Jody Jones, Jenn Banna, Jean Price, Paula Black, Christa Tescher, Amy Olsen, Angela Thompson, Laura McKee, Lucy Hart Paulson, Tim Plaska, Wendy Studt, Karen Cech (recorder).

Agenda:

- **Welcome and updates for FSSAC Chairperson - Laura McKee**

Members attending the council introduced themselves. Wendy informed council members that reimbursement forms for travel expenses were available and should be filled out and returned before leaving the meeting.

Wendy introduced the new Developmental Disabilities Program Bureau Chief, Novelene Martin. Novelene was a current FSSAC member and has resigned from the council due to the new job position. Novelene reported that there are many Waiver changes with the Home and Community Based Services (HCBS) rule from the Centers for Medicare and Medicaid Services (CMS). Decision making process in the Developmental Disabilities Program (DDP) will begin with listening sessions to acquire input from providers, families, and key stakeholders before major decisions are made. There are no major changes in DDP with Legislation beginning in January.

The FSSAC has vacancies on the council that need to be filled. The following positions are parent representatives from Region 1, Region 2, and Region 5, and a replacement for Dr. Fish. It was suggested that training for parents may be needed for chairperson and co-chairperson.

*Activity - Wendy and Laura will work together to put a packet together that can be presented to perspective member to inform them on the FSSAC and what the council is about.

New Orleans Update – Laura McKee and Wendy Studt attended the ICC Convention in New Orleans. Laura reported that it was interesting to network with other states and found that Montana is close to the same level as other states in Part C. Other states have never heard of parents as chairs of the FSSAC and thought this was interesting. The next ICC Conference is in Washington D.C. next year. Wendy would like to send two parents to this conference.

- **Family Story** - Access to the family story was not available.

- **State Systemic Improvement Plan - Wendy**

The methodology used to define the measuring process had skewed numbers across the state. A group met to discuss the outcomes and it was decided that a process should be consistent and used across the state. The MEISR assessment tool will be used and training will be done statewide to acquire the consistency needed for outcomes. The following process will need to be implemented:

- 1) Re-write guidance process,
- 2) Educate the Family Support Specialists (FSS) on process for consistency,

- 3) Create a baseline that is more accurate, decide if practices are working, and does it have the impact the Council wants to see.

- **Target Setting - Wendy**

Wendy presented a power-point on a review of the State Systemic Improvement Plan. The presentation included the eleven indicators and the targets that need to be met for each indicator. Should targets be set higher, left the same or set lower? Should survey be changed?

For Indicator 5, Child Find: Birth to One, is the target set to low?

*Activity - Wendy will send out Wyoming survey for the Council to review, research other states to see where their targets are set, and research other states on how they work with their rural settings to gather information.

The Media Campaign through Rim Advertising will be a great tool for child find. This media campaign will include a brochure, logo, and radio advertising. It was asked if information about the FSSAC could be put on the brochure. Yes, FSSAC can be added.

FSSAC Council decided to keep the target numbers for the indicators and to not change the survey.

- **Phase 1- Wendy**

Indicator 11 - Phase 1 report is due April 2015. The focus will be on regions and agencies in the following areas 1) regions in eastern Montana, and 2) more urban areas in western Montana. Questions to look for are the practices the same? What are the results? Will they be the same or different.

- **Monitoring Tool and Self-Assessment - Wendy**

A document was handed out to the FSSAC Council that presented what IDEA requires as a primary focus for Part C Early Intervention monitoring system should be. The document was reviewed and comments made. Wendy included a time table of the Annual Activities that are expected to happen.

- **Professional Development Committee Report - Wendy**

Survey results were passed out to council members. Areas of discussion on the survey were:

- Survey was recorded to not be intrusive and the survey shows good information on where areas of focus should be,
- Survey was to generate conversation around the survey topics. Content area that is of importance is Family Support Specialist (FSS) training. If needed, this content area can be looked at by agency,
- Survey looked at discussion on tiers and single model - What is different in region? Where is the breakdown where communication is among agencies and individuals? There is a uniqueness of communities in regions.

- Survey can be utilized to discuss how to do professional development - videos, free childcare resources, and
- Survey can be used to develop modules.

- **Other Reporting -**

- **Reflection on Practices - Wendy**

Wendy asked the Council:

How state wide practices were going? - Some groups are unsure of the implementation.

How did the coaching meetings go? - People are excited and there was good feedback. The process is being implemented and agencies are seeing a shift of language and family problem solving. FSS are using process with one another in meetings and the tools for the process. Wendy said that a follow-up meeting next summer with Sheldon & Rush maybe beneficial.

When reporting data next year it may be good to show trends with the new process. Will turnover be down among FSS? Will parent satisfaction go up?

- **Next Steps -**

Many FSS are participating in the DEC conference in St. Louis, Missouri October 6-10, 2014. It will be good to get feedback from this group on ideas they bring back.

- **Closing -**

Professional Development committees were asked to keep working on their projects.

Wendy will send the family story video out to the FSSAC Council.

*Activity - Wendy and Laura will work together to put a packet together that can be presented to perspective member to inform them on the FSSAC and what the council is about.

*Activity - Wendy will send out Wyoming survey for the Council to review, research other states to see where their targets are set, and research other state on how they work with their rural settings to gather information.

Meeting was adjourned. The next FSSAC meeting will be January 16, 2015.